

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS MEETING

December 18, 2003, 7:30 p.m.

CALL MEETING TO ORDER The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:45 p.m.

ROLL CALL: Attending Directors: President Bill Katke, Vice President Leonard Woren, Secretary Fran Pollard, Board Member Matthew Clark, and Board Member Shawn McGraw.

Attending staff: General Manager Chuck Duffy, Assistant District Administrator Delia Comito, and Legal Counsel Jonathan Wittwer. District Administrator Gina Holmes was absent due to an injury.

PLEDGE OF ALLEGIANCE: Board President Bill Katke led all present in the Pledge of Allegiance.

SPECIAL PRESENTATION

The Honorable Congresswoman Anna Eshoo administered the Oath of Office to elected board members Fran Pollard and Matthew Clark, and expressed her confidence in the role of local government in a democracy. She then presented Directors Pollard and Clark each with an American flag, a copy of the United States Constitution, and their individual Certificate of Election from the County of San Mateo.

GENERAL PUBLIC PARTICIPATION

Mrs. G. A. Laster, a resident of El Granada, thanked the District for sponsoring the special large item recycle drop-off on Saturday December 6, 2003. Director Woren added that the day was a success, and he displayed an enlarged photograph of the garbage dumpster full of items which had been collected.

ACTION AGENDA

- 1. Consideration of Variance application for APN's 048-024-010, 048-024-150; Shore Acres Partners/Helen and Robert Carey; 412 Magellan Ave.**

Dennis Doherty, representing the property owners, was present and answered questions from the Board.

ACTION: Director Woren moved to approve the Variance application for APN's 048-024-010 and 048-024-150, owned by Shore Acres Partners/Helen and

Robert Carey; 412 Magellan Ave., conditioned on obtaining a merger by the County, recording a voluntary merger by deed, or recording a deed restriction satisfactory to District General Counsel precluding development of the property as two separate parcels (Woren/McGraw). Approved 4-1; Pollard opposed.

2. Consideration of waiver from compliance with the District's Government Code; APN 047-241-380.

Applicant Randy Buchwald informed the Board of his intent to build a home for his family on the 3,700 sq. ft. parcel in El Granada. The General Manager explained that the applicant had applied for the waiver prior to the District Ordinance Code amendment allowing owners of parcels under 4,500 sq. ft. to apply for a Variance. He suggested that the applicant withdraw his waiver request and apply for a variance permit.

ACTION: Director Pollard moved to make the required findings to deny the waiver request and direct the applicant to apply for a Variance.

(Pollard/McGraw) Approved 5-0.

ACTION: Director Woren moved to refund the \$150 waiver application fee paid by the applicant. (Woren/Katke) Approved 5-0.

3. Consideration of reorganizing GSD into a Community Services District (CSD) to possibly add parks and recreation powers.

The General Manager recapped previous Board discussions and reviewed the current status of the proposed application to LAFCo to reorganize the District.

President Katke opened the item to public comment. The following members of the public addressed the Board in favor of the District's reorganization to a CSD: Gerry Laster, Larry Pollard, Marty Kingshill, and Bern Smith.

ACTION: Director McGraw moved to form two ad hoc committees to work with the General Manager: 1) to work with LAFCo and public volunteers to draft language for the CSD petition; and 2) and to work with the City of Half Moon Bay to address any concerns they may have regarding a potential CSD.

Director Woren seconded the motion. After further discussion, Director McGraw amended the original motion to have only the General Manager discuss the petition language with LAFCo. The amended motion was accepted. (McGraw/Woren) Approved 5-0.

ACTION: (later in meeting) Director Woren moved to appoint Directors Katke and Woren to the ad-hoc CSD petition committee, and to appoint Directors Woren and Pollard to the Half Moon Bay ad hoc committee. (Woren/Pollard) Approved 5-0.

4. Report on project alternatives for the Medio Creek bridge sewer line crossing.

The General Manager reviewed in detail the five options presented in the draft report prepared by Kennedy/Jenks Consultants. An additional sixth option is being developed for future inclusion into the final report. The draft report is only being presented at this time to familiarize the Board with the options in advance. He indicated that the final report would be presented at a future meeting.

5. Election of Board Officers.

ACTION: President Katke moved to elect by acclamation Director McGraw as Board President. Director McGraw accepted the nomination. (Katke/Woren) Approved 5-0.

ACTION: Director McGraw moved to elect by acclamation Director Woren as Vice-President. Director Woren accepted the nomination. (McGraw/Clark) Approved 5-0.

ACTION: Director Woren moved to elect by acclamation Director Clark as Treasurer. Director Clark accepted the nomination. (Woren/Katke) Approved 5-0.

ACTION: Director McGraw moved to elect by acclamation Director Pollard as Secretary. Director Pollard accepted the nomination. (McGraw/Clark) Approved 5-0.

6. Selection of Granada Sanitary District's Representatives to the Sewer Authority Mid-Coastside Board.

ACTION: Director Pollard moved to appoint Director Woren and Director McGraw as the SAM Representatives, with Director Katke to remain as the alternate. (Pollard/Clark) Approved 5-0.

7. Consideration of LCP Update and District Counsel's letters to San Mateo County Planning Commission concerning the Midcoast Local Coastal Program Update, Task 23 - Impervious Surface Limit, and Task 20 - Inconsistencies in LCP.

Director Woren requested language modification to the letter addressing Task 20. On the third page, in the first paragraph under the heading *Recommended Language if Changes are Made to LCP*, he requested a change to "*Because some property owners have contended that there is ambiguity, the District requests...*"

ACTION: Director Woren moved to approve the letter concerning Task 20 as modified above. (Woren/Pollard) Approved 5-0.

ACTION: Director Clark moved to approve the letter concerning Task 23. (Clark/Woren) Approved 5-0.

CONSENT AGENDA

Director Woren requested that item 9 be held for discussion.

8. Approval of Special Meeting minutes for November 20, 2003.

10. Approval of December 2003 warrants totaling \$126,858.36 (Ck #1333 to #1367).

11. Approval of Administrative Costs Fund distribution #4 for \$2,471.22.

12. Approval of October 2003 Financial Statements.

13. Adoption of Ordinance amending District Ordinance Code Section 201(01) specifying address for location of Board meetings.

14. Adoption of amendment to District Bylaws specifying new address for Board meetings.

ACTION: Director Katke moved to approve Consent Agenda items 8, 10, 11, 12, 13 and 14. (Katke/McGraw) Approved 5-0.

9. Approval of Regular Meeting minutes for November 20, 2003.

Director Woren corrected the Urgency item action, which stated incorrectly that he made the motion. The action should be amended to read "*Director Pollard moved to ...*"

ACTION: Director McGraw moved to approve the Regular Meeting Minutes for November 20, 2003 as amended above. (McGraw/Katke) Approved 5-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

15. Sewer Authority Mid-Coastside: Directors Woren and McGraw report on November 24, 2003 meeting.

Director Woren reported on the Public Hearing held regarding non-payment of NDPEs fees.

16. Report on other seminars, conferences, or committee meetings.

Director Pollard announced a CASA seminar regarding Water Resources to be held in January, which she and Director Katke would like to attend.

ACTION: Director Pollard moved to authorize Directors Katke and Pollard to attend the Water Resources seminar sponsored by CASA to be held in January 2004, and to provide a report on the information presented back to the Board (Pollard/Katke). Approved 5-0.

Board President McGraw reported her attendance at the Board of Supervisors meeting held on 12/16/03 regarding the LCP housing element task. She addressed the Board of Supervisors regarding the District's position on the housing element task, and reiterated the District's concerns on potential building on sub-standard lots and the effect it may have on wet weather overflows in the sewer system.

Director Woren reported on his attendance at a meeting regarding the Mosquito Abatement District's proposed annexation held on 12/17/03, which was continued to January 2004.

INFORMATION CALENDAR

17. General Manager's Report.

A copy of the Flow Monitoring Program proposal for the Portola Pump Station from Carollo Engineers, as presented to the SAM Board in October, was provided for discussion.

The General Manager also announced that Director Katke had informed him that he was temporarily living in Montara, due to the expiration of his existing lease in El Granada. His current rental is outside of the District's boundaries. He is actively pursuing housing within El Granada, and wanted to bring this situation to the attention of the Board and the public. Jonathan Wittwer opined that under a California Supreme Court case, a person does not lose his previous domicile until he establishes a new one based on moving to a new location with an intent to establish domicile by remaining in the new location indefinitely.

18. Administrator's Report.

The Assistant District Administrator reported that the District accepted six permit applications and issued five permits since the last report. Leisa Bretz was hired on a part-time basis to temporarily assist with the general office duties, due to the absence of Gina Holmes. Ms. Holmes, the District Administrator, is not able to work due to an injury, and is expected to return to work by January 20, 2004.

19. Engineer's Report, October 2003.

No further report.

20. Attorney's Report.

District Counsel distributed a copy of the Attorney General's treatises on the Brown Act and Conflicts of Interest to the Board.

FUTURE AGENDA ITEMS

ADJOURN

The meeting adjourned at 11:24 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: February 26, 2004